

FY05 SECRETARY OF THE ARMY ENVIRONMENTAL AWARDS PROGRAM

ABOUT THE AWARDS

Each year the Secretary of Defense honors installations, teams, and individuals for outstanding work in DoD environmental programs. On February 10, 2000, the Environment, Safety and Occupational Health Policy Board (ESOHPB) approved 17 environmental security awards within six categories, including:

- Natural Resources Conservation
- Cultural Resources Management
- Environmental Quality
- Pollution Prevention
- Environmental Restoration
- Environmental Excellence in Weapon System Acquisition

The ESOHPB further: (a) established a two-year cycle for all awards with large/small and non-industrial/industrial categories, (b) changed the weapon system acquisition award from pollution prevention to environmental excellence, (c) combined recycling with pollution prevention, and (d) added an environmental quality overseas installation category.

Beginning with the FY 2000 awards program, the two-year schedule is as follows:

Even Fiscal Years (e.g. FY06)	Odd Fiscal Years (e.g. FY05)
<u>Installation</u>	<u>Installation</u>
• Natural Resources Conservation, Large	• Natural Resources Conservation, Small
• Cultural Resources Management	• Cultural Resources Management
• Environmental Quality, Industrial	• Environmental Quality, Non-Industrial
• Environmental Quality, Overseas	• Pollution Prevention, Industrial
• Pollution Prevention, Non-Industrial	• Environmental Restoration
• Environmental Restoration	
<u>Team/Individual</u>	<u>Team/Individual</u>
• Cultural Resources Management	• Natural Resources Conservation
• Pollution Prevention	• Environmental Quality
	• Environmental Restoration
	<u>Team</u>
	• Environmental Excellence in Weapon System Acquisition

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DESCRIPTION OF AWARD CATEGORIES FOR FISCAL YEAR 2005

Natural Resources Conservation (NRC) Award - Small Installation/Civil Works Facility (CFW) and Individual or Team (TAB A)

PURPOSE: To recognize efforts and innovations in promoting the conservation of natural resources, including the identification, protection, and restoration of biological resources and habitats; the sound management and use of the land and its resources; and the promotion of the conservation ethic. Environmentally beneficial landscaping is also a factor in this award.

Cultural Resources Management (CRM) Award - Installation/CWF (TAB B)

PURPOSE: To recognize efforts and innovations in promoting the management of cultural resources, including the identification of historical buildings and structures, archaeological sites, Native American and Native Hawaiian sacred objects and sites, curation, and the promotion of the cultural resources conservation ethic. Historic building reuse is also a factor in this award.

Environmental Quality (EQ) Award - Non-Industrial Installation and Individual or Team (TAB C)

PURPOSE: To recognize efforts and innovations in protecting human health and the environment by achieving full and sustained compliance with all applicable environmental requirements. Includes environmental management systems and pollution prevention efforts that achieve compliance in the areas of environmental planning, waste management, safe drinking water, as well as implementation of environmental management systems.

Pollution Prevention (P2) Award - Industrial Installation/CWF (TAB D)

PURPOSE: To recognize efforts and innovations in preventing pollution at the source, including practices that reduce or eliminate the creation of pollutants through increased efficiency in the use of raw materials, energy, water, or other resources.

Environmental Restoration (ER) Award - Installation/CWF and Individual or Team (TAB E)

PURPOSE: To recognize efforts and innovations in protecting human health and the environment by cleaning up identified DoD sites, in a timely, cost-efficient, and responsive manner.

Environmental Excellence in Weapon System Acquisition (EEWAS) – Team (TAB F)

PURPOSE: To recognize efforts to incorporate environmental, safety, and occupational health (ESOH) requirements into the weapon system acquisition program's decision making process.

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NOMINATION PROCESS AND PROCEDURES

Nominations are due to the US Army Environmental Center by **14 October 2005**.

Please note: Submission procedures have been modified to allow greater recognition of US Army installations, teams and individuals and best management practices. Refer to the [FY04 Secretary of the Army Environmental Awards Information Paper](#) for specifics.

Each Major Command (MACOM) and Installation Management Agency (IMA) Regional Office will be allowed to submit **up to three** nominations per [sub]category.

Nominations may be: (a) from any level of the Military Departments or Defense Agencies and (b) any US Military active or closing installation/civil works facility worldwide.

- Nominees shall submit their nominations to USAEC through their proper chain of command. Nominations submitted directly to USAEC **will not** be accepted unless cleared through your chain.
- **Installations** identified as having High Priority Violations (HPV) or Significant Non-Compliance (SNC) as listed in the Environmental Protection Agency's (EPA) Enforcement and Compliance History On-line (ECHO) database, during the period of performance, are ineligible to compete. However, if an installation can prove they are listed erroneously, documentation can be submitted along with the nomination. **Team and individuals** are eligible to compete as long as their program is compliant.
- Regions and Commands will be responsible for ensuring their nominees **DO NOT** have any active Notices of Violation (NOVs) or enforcement actions in the category for which they are submitting a nomination.
- Winners from the previous cycle the [sub]category was offered are ineligible to compete in the same category. For example, the winner from the FY03 NRC, Small Installation category is ineligible to compete in the FY05 NRC, Small Installation category.
- Each award category has a two-year period of performance, inclusive of the current fiscal year. Example, the period of performance for the FY05 awards cycle is 1 Oct 03 thru 30 Sept 05.

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SUBMISSION REQUIREMENTS

Each nomination shall consist of no more than three single-spaced pages of concisely written narrative with quantifiable data. Nominations shall be a minimum of single-space, 10-pt. Arial font. Quantifiable data shall be in the form of graphs, charts tables or diagrams and should highlight accomplishments.

A complete nomination package shall consist of:

1. A completed nomination summary sheet. If submitting as a team, please list all team members and titles.
2. A concise description of the project/program highlighting its innovations, impacts and benefits.
 - Information should highlight ***key points*** of the program.
 - Quantitative/Qualitative data supporting the key points. Information can be composed of graphs/charts/tables as required to best illustrate the key points and cost/benefits.
3. Disclosure of any NOV, SNCs or HPVs.
4. A **separate** file of up to six high quality (minimum 300 dpi) photos highlighting nominees mission and program aspects described in the nomination.

Submit the complete nomination package electronically to:
EnvironmentalAwards@aec.apgea.army.mil.

JUDGING

The judges will evaluate nominations based on the benefits and cost savings derived from:

1. Innovations in program management.
2. Integration with mission objectives.
3. Outreach and community involvement activities.

USAEC will convene a panel of subject matter experts to judge the nominations and select a winner and first runner-up for each [sub]category. Winners will be announced by January 2006. Winners will then go on to represent the US Army in the Secretary of Defense Environmental Awards program. USAEC will contact winners to provide assistance with preparing for the Department of Defense competition and guide the nomination process.

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THINGS TO THINK ABOUT WHEN DEVELOPING A WINNING NOMINATION

- What are the key accomplishments of the program? Can the before, during, after and cause/effect of the program be identified and quantified?
- Did the program consist of innovative projects?
- Did the program exceed regulatory requirements?
- What aspects of the program make it an award-winning program?
- Did the program save money, resources or create other efficiencies? Can the benefits be quantified?
- Are the innovations, efficiencies or efforts of the program transferable within the Department of Defense and/or the private sector?
- How does the installation's community relations plan exceed its goals?
- How does the environmental education program benefit the community? The installation?
- Are stakeholders involved in the decision process at the installation? How?
- What is the degree of interaction between mission related personnel and the environmental office? Are decision makers involved?
- What awards/recognition has the nominee received?
- Are management plans up to date?
- How do environmental management practices support installation sustainability?
- How do environmental management practices support the mission?

The US EPA's National Center for Environmental Innovation (NCEI) has drafted modules to assist with identifying and assessing innovations. This is an excellent resource to use when developing a nomination. The modules and supporting information can be found at:

Draft Innovation Analysis Modules: <http://www.epa.gov/evaluate/modules1.pdf>

The Companion Users Guide: <http://www.epa.gov/evaluate/moduleguide.pdf>

Innovative Analysis Module Fact Sheet
<http://www.epa.gov/evaluate/evalmodules.pdf>